

**THE UNIVERSITY OF THE STATE OF NEW YORK  
THE STATE EDUCATION DEPARTMENT  
STATE BOARD FOR MASSAGE THERAPY**

April 18, 2025

**Public Locations:** Albany, New York City, Rochester, Syracuse

**Present:** Michele Naumann Carlstrom, Chair (New York City)  
Kyle Hierholzer, Vice Chair (Syracuse)  
Mary Chiappone-Filson (Albany)  
Chad Hunkins (Albany)  
Dale Montelione-Grust (Albany)  
Amy E. Warcup (Rochester)

<b>Staff:</b>	Carolyn Ferrick	Professional Examinations Unit
	Karen Shier	Board Staff
	Paul Thompson	Board Executive Secretary
	Sarah Trombley	Board Staff

### **Meeting Convened**

The Executive Secretary called the meeting to order at 10:10 a.m. Board members and staff introduced themselves. The Executive Secretary reviewed the agenda and noted that comments and discussion are restricted to State Board members and Department staff.

### **Review of Draft Meeting Minutes**

- October 4, 2024 (Motion: Hunkins; second: Montelione-Grust; unanimous approval.)
- December 6, 2024 (Motion: Hierholzer; second: Naumann Carlstrom; unanimous approval.)

### **Executive Secretary's Report**

- **Board office update**
  - The board office carried out an unplanned move due to a broken water pipe in the Education Building.
  - Diane Martin, supervisor in the Board office, retired in December; she is missed. The office expects to hire Ms. Martin's replacement soon.
  - Sarah Trombley joined the office as an Administrative Assistant, and Karen Shier has taken on an evaluation role in the office.
- **Need for Board Members**
  - Members Montelione-Grust and Warcup will be completing their second terms on the Board in May and June, respectively. We are grateful for their commitment to public protection, as well as for their expertise and good humor!
  - Applications for service on the State Board (available [online](#) or through the Board office) are encouraged. The Department is seeking Board members who reflect the

diversity of New York State and the profession's practice areas. The Department welcomes applications from licensed massage therapists, physicians, and consumers of massage therapy services. Mr. Thompson highlighted the typical board member roles and responsibilities.

### **Conclusion of Public Session**

Motion: To end the public session and enter executive session to discuss matters relating to the State Massage Therapy examination – Chiappone; second: Naumann Carlson.

Vote: Unanimous approval (10:30 a.m.)

### **Executive Session (10:35 a.m. to 11.50 a.m.)**

Discussion of matters relating to the New York State licensure examination.